

Department of Developmental Services
Community State Staff Program



For more information, visit: www.dds.ca.gov/devctrs/dclnitiatives_community.cfm

GOLDEN GATE REGIONAL CENTER

Position #472-083-9878-953

Job Title/Classification(s): PSYCHOLOGIST

Work Hours: 0800-1630

Time Base: FULL TIME

Days Off: SATURDAY-SUNDAY

Location: Golden Gate Regional Center (GGRC)
3130 La Selva St., San Mateo, CA 94403

Post Date: 7/7/17

Final Filing Date: UNTIL FILLED

Information Sessions: JULY 26, 2017 1300-1400 PLEASE BE PROMPT

Location: SONOMA DEVELOPMENTAL CENTER, CAREER CENTER, ROOM J (Oak Valley)

Conference Number: (888) 363-4734 Participant Code 9386428

Position Description:
(For complete duties, please see
the duty statement on the
following page)

This position is responsible for assessing support plans of individuals identified for community placement. The Regional Center Psychologist will participate in transition planning meetings in collaboration with developmental center and GGRC staff. Provides consultation and training on behavioral and mental health to GGRC staff and community providers involved in the care and services for individuals with developmental disabilities.

Desirable Qualifications:

- ❖ Provides specific observations, accurate assessments and documents timely reports.
- ❖ Coaches others in setting sensible goals
- ❖ Deals tactfully and courteously with consumers, families, care providers, and the general public

Who May Apply: Any permanent full time or part time DC/CF employee who has passed their probation period in the classification advertised.

Selection Process: All applications will be screened and only the most qualified may be interviewed.

How to Apply: Place the job title/classification and position number on your State Application (STD. 678) under Examination(s) or job title(s) and mail your application to:

Community State Staff Program
Department of Developmental Services
1600 9th Street (MS-Q)
Sacramento, CA 95814

Attn: Peggie McQuillan, Associate Personnel Analyst

Application postmarked, personally delivered or receiver via interoffice mail after final filing date will not be accepted. Questions regarding your application, contact: (916) 322-7742. Questions regarding the Community State Staff Program Contact: Northern California (916) 654-2420 or Southern California at (714) 957-5593.

"Enriching Services Through State Staff Expertise"

**DEPARTMENT OF DEVELOPMENTAL SERVICES
COMMUNITY STATE STAFF PROGRAM
GOLDEN GATE REGIONAL CENTER
DUTY STATEMENT**

Employee Name:

Job Title: **Psychologist**

Work Location: **Golden Gate Regional Center (GGRC)**
 13130 La Selva St.
 San Mateo, CA 94403

Work Hours: **Monday-Friday**
 8am-5:00pm

GENERAL STATEMENT OF DUTIES: The Regional Center Psychologist will provide professional psychological services to individuals served by GGRC, including consultation and training to staff and community providers. This position is responsible for ensuring that any suspicion of or knowledge of suspected abuse is reported in accordance with the law and program policies, and all information for individuals served by GGRC will be maintained as confidential.

SUPERVISION RECEIVED: Functional supervision will be provided by GGRC's Director, Clinical Services. Performance appraisals will be completed by GGRC Director, Clinical Services, in conjunction with the Community State Staff Coordinator.

SUPERVISION EXERCISED: None.

PHYSICAL DEMANDS: Must possess and maintain sufficient strength, agility and endurance to perform the duties contained in this duty statement.

- Extensive sitting at workstation and in vehicle.
- Frequent walking throughout office, other agencies and facilities.
- Frequent driving to visit facilities and attend off site meetings.
- Occasional lifting of up to 25 lbs. moving stored files, supplies, test materials, and children.
- Frequent bending, stooping, stretching, and sitting on floor to conduct evaluations/assessments and access files and charts.
- Adequate manual dexterity and coordination to operate standard office equipment, computer, telephone, etc.
- Hearing and vision corrected to normal range for frequent driving, reading of materials, and assessments.

TYPICAL WORKING CONDITIONS: Ongoing interaction with employees, developmental center staff, community providers and public. Work settings include GGRC offices, Sonoma Developmental Center, and residential care facilities for individuals served by GGRC (Marin, San Francisco, and San Mateo Counties). Position requires deskwork, use of telephones and computers, and driving. Must have use of an automobile, possession of a valid California Driver's License and automobile liability insurance of \$100,000 - \$300,000. May require driving within a 50-mile radius.

| % | ESSENTIAL DUTIES |
|----|--|
| 70 | Conduct psychological assessments at GGRC and in the community setting; Provide psychological reports for assessments, including review of relevant records and interpretation of test results; Participate in interdisciplinary team discussions and decisions for IPP; Provide formal and informal consultations to GGRC staff, including social workers and clinicians, on matters of psychological/psychiatric, behavioral, and/or educational nature. |
| 20 | Provide consultation and training on psychological, behavioral and mental health issues to GGRC staff and community providers involved in the care and services for individuals with developmental disabilities. Inform, educate, and provide oversight and consultation to community providers of behavioral health care. |
| % | MARGINAL DUTIES |
| 10 | Participate in appeals for GGRC eligibility and services; Participate in special projects and assist with additional duties or tasks, as assigned. |

CERTIFICATE/LICENSE:

Possession of a valid license as a Psychologist issued by the Board of Psychology under the Department of Consumer Affairs.

SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.

| | | |
|---|--|------|
| GGRC Supervisor's Name (Print) | GGRC Supervisor's Signature | Date |
| Community State Staff Coordinator's Name (Print) | Community State Staff Coordinator's Signature | Date |

EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.

The statements contained in this duty statement reflect general details as necessary to describe the principle functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods to balance the workload.

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|-------------------------|--------------------|------|
| Employee's Name (Print) | Employee Signature | Date |
|-------------------------|--------------------|------|